

# **Arizona Depository Library Council**

## **Meeting Minutes**

### **October 30, 2009**

**Location:** Arizona State Library & Archives  
1700 W Washington Suite 200  
Phoenix AZ 85007

**Attendees (in person):**

Pat Esposito  
Janet Fisher  
Rose Gilbert  
Robin Haun-Mohamed  
Sandy Rizzo  
Denise Shroyer  
Scott Snellman  
Brad Vogus  
Victoria Trotta

**Institution:**

Pima County Public Library  
Arizona State Library, Archives & Public Records  
Arizona State Library, Archives & Public Records  
Government Printing Office  
Mesa Public Library  
Mesa Public Library  
Central Arizona College  
ASU, Hayden Library  
ASU, Ross-Blakley Law Library

**Attendees (via computer):**

Susie Acton	Northland Pioneer College
Sarah Gotschall	University of Arizona
Mollie Gugler	Yavapai College Library
Jacque Kasper	University of Arizona Law Library (retired)
Camille O'Neill	Arizona Western College
Atifa Rawan	University of Arizona
Beth Schuck	Northern Arizona University
Shaun Esposito	University of Arizona Law Library
Cindy Etkin	Government Printing Office

The meeting convened at 9:30am. The minutes from the last meeting, May 8, 2009, were approved with one revision.

### **ANNOUNCEMENTS**

**AzLA Programs** — AzLA is looking for someone to take leadership of the Government Documents Interest Group. This primarily involves getting together documents-related programs for the conference and networking/meeting with others to make them happen. Also includes working with the conference program committee to decide programs for the entire conference. The position will begin following this year's conference. Anyone interested in the position may email Janet Fisher or Sandy Rizzo.

Programs for the 2009 conference include: "Finding the Way: Assistance When Times Are Tough" by Janet Fisher and Sandy Rizzo; "Under the Spotlight: Transparency in Government" by Brad Vogus; "The 2010 Census: It's In Our Hands" and "Transforming

Census Bureau Data into Community Knowledge” by Jerry O’Donnell; and, Robert McWhirter will have a presentation expounding on the Bill of Rights.

**Wimba** — The State Library will be looking to replace Wimba Live Classroom at the end of the fiscal year. We anticipate continuing to hold meetings with a remote link, but our Fall 2010 meeting will probably be held using a different system.

## **OLD BUSINESS**

**Education Committee** — Ideas for future training and education include: conducting training during the afternoon of our meeting days; updating Gi21 modules and use as training opportunities; asking Jerry O’Donnell to give a Census presentation at our Spring meeting, which may include how to use the decennial Census data (Brad Vogus will contact him); and, creating a tutorial on digitizing the legacy collection.

**5-State Meeting** – A couple of additional states may be interested in joining. An agreement was made at the Federal Depository Conference that the 2010 5-State meeting would be conducted virtually (OPAL or Live Classroom’s replacement?). Peggy Jobe (University of CO) would like a best practices document for the speakers. Video streaming a keynote at the beginning was discussed as a possibility. Janet Fisher created the group “5-State Depository Planning” on the FDLP Community site. She will use a survey application to get input on topics. Input is also requested at the FDLP Community site group. Final decisions about the meeting will be up to the Regionals. This depository meeting will probably be held in early August 2010 and will look at a one-week timeframe with a keynote speaker on Monday and the wrap-up on Friday.

**Biennial Survey** – Cindy Etkin (GPO) answered questions about the Biennial Survey and the Needs Assessment. Cindy connected remotely with this meeting and fielded questions from the group. The deadline for completion of the biennial survey is the end of November 2009. It is recommended that the comment box at the end of the survey be used to describe how you come up with your numbers for questions 2 and 2a. Everyone needs to update their FDLP Library Directory listing.

**State Plan** – Robin Haun-Mohamed (GPO) informed us that the state plan is the document that guides us and makes sure services are consistent across the state; it would also be great for it to state our vision for the future. Everyone was asked to review the state plan wiki (<http://azdlcstateplan.wikispaces.com>) to be sure it reflects our situation. We may want to consider adding titles (as an appendix) for which we want back files at a particular library. It was suggested that after the plan is complete, that we come up with priorities we want to work on for each year. Please send ideas or changes to Sandy Rizzo and Pat Esposito before the end of the year.

## **NEW BUSINESS**

**Disposal Guidelines** – Janet Fisher discussed possible changes to our procedure for handling disposal lists. The Regional would publish their Needs Lists from which Selectives could check their discards. This was outlined in her email of June 12, 2009.

The new procedures will be linked to from the Document Disposal Guidelines page of the State Library website.

There was not enough time for discussion of the Substitution for Tangible Guidelines. It will have to be left to the listserv and put on the schedule for the Spring meeting.

**Public Access Assessments** – Robin Haun-Mohamed visited seven libraries and gave an overview of each site: Phoenix Public Library, Mesa Public Library, ASU Hayden Library, Central Arizona College, Arizona State Library & Archives, NAU, and Yavapai College. She will return to finish assessments with the remaining libraries in 2010.

**Federal Depository Library Conference update** – Council is working with GPO who is trying to transform the FDLP into an electronic/important resource for everyone. Council is developing eight recommendations for GPO, a couple of which regard furthering digitization of the tangible collection, and bringing in a consultant to creatively think of ways to transform the program. A presentation was given on the ITHAKA S+R FDLP Report. The final report is expected to be released in December 2009.

## **DEPOSITORY UPDATES**

**Arizona Western College** – The college has a new president, Marc Nigliazzo. Enrollment is up at least 17% this semester. They have already done at least 100 instructional sessions so far. Camille has been able to incorporate Docs into some of the sessions. A culinary arts class will soon be in to look at census tract data. The college has been reaccredited for 10 years.

**University of Arizona** – Now using Drupal for their web interface and WorldCat Local on the library page. Digital content is a major focus of the library. A technology strategist has been hired to assist in this endeavor. All library staff have gone through BYU training models with Ernie Nielsen. He trains organizations to work on a specific task as a formal project. So the library is putting all of their activities into formal projects and are executing them with timelines and technology for allocation of resources. Stimulus money was able to save them from having furloughs but the future looks bleak.

**ASU, Ross-Blakley Law Library** – Working to extend the use of government documents in the teaching area: Tory is creating teaching tutorials and developing an undergraduate class on legal research. Still cataloging older materials. Weeding is completed. If the law school moves to downtown Phoenix they'll consider integrating all their Docs into LC. They are down three librarians, so very short-handed.

**Central Arizona College** – Scott Snellman took over Gov Docs just a couple of months ago and is starting a complete overhaul, including plenty of weeding. They are moving more toward electronic versions of titles. Added features to the OPAC enable more specific searching. They are streamlining the processing of Docs and training students on procedures. Many of their Docs are being integrated into the LC collection.

**Pima County Public Library** – Remodeling of main library is now complete. Most of the Docs have been integrated into the regular collection. A Friends of the Library bookstore will be opened at the main library. Classes are being offered at the library through community partnerships with various agencies in town (e.g. GED, English, job-hunting). Their telephone reference service is now up to 7,000 calls a month.

**ASU, Hayden Library** – Enrollment is continuing to grow; 9,000 freshman this year. Furloughs ended June 30, 2009. The library system is going through a reorganization with results due in November. Implementing new library software which will be named One Search. Brad organized a reading of the constitution for Constitution Day, held between the Memorial Union and the library. The constitution was divided into 100 parts and read by volunteers. A person from the music school sang the “National Anthem” and “My Country, ‘Tis of Thee”.

**Mesa Public Library** – No longer called *City of Mesa Library* but once again *Mesa Public Library*. They now have a government documents webpage. They have moved their law materials to the front of the collection to better assist patrons who may need help. They are a partner with the 2010 Census (partners commit to do outreach in order to ensure a full census count and receive up to \$3,000 in grant money for promotional items). The library has had to cut a lot more from their standing orders and from reference. Sandy sees this as a positive for relying more on depository items. Library Assistants are now doing reference on the first floor desk at the main library. Librarians are conducting three computer classes a month for the public. Their Job Lab is open 2 hours/2 days a month to help people with their resume, finding online job sites, etc.

**Arizona State Library, Archives & Public Records** – The Law and Research Library is open 30 hours a week beginning July 1, 2009 (9:00AM-3:00PM M-F). Linda Risseuuw (retired, Phoenix Public Library) is helping with projects in the Fed Docs department. Linda Strock (former head of State Data Center and Research Administration at DES) is also assisting in Fed Docs. The Fed Docs Clerk is now a shared position with the Acquisitions department.

**Northern Arizona University** – Launched a new system for guest users to access their computers. The library is extremely busy with a rise in student enrollment. Open staff positions remain frozen. Next year’s budget is an unknown.

**Yavapai College Library** – They did not move into the new Prescott Valley Public Library, where they anticipated having a small space. They are transitioning to a new catalog, SirsiDynix Symphony. Held a two-week Gov Docs promotional event in September, highlighted by the promotional video “Your Right To Know”. Mollie’s position has been upgraded to Librarian.

**Northland Pioneer College** – Passed their review to maintain accreditation for another 10 years. The library received an excellent report from the committee. The college will need to cut more programs because of continued budget problems.

**University of Arizona Law Library** – The collection is being extensively weeded. The collection development policy is being updated and their profile revised. The depository assistant is beginning to work on retrospective cataloging. Jacque retired in August and the librarian depository duties are being divided between Robert Genovese, Head of Technical Services and Shaun Esposito, Head of Public Services. The library budget has been severely impacted by the economy. Two librarian positions remain unfilled. The library is in its totally remodeled new library and law school, with compact shelving throughout.

**GPO** – Federal Digital System (FDsys) is up and running. Not everything from GPO Access has been converted over yet. Users are encouraged to give feedback. There is a question as to whether they can ingest digital files that libraries are doing and make them available on FDsys for the public in a suitable format. The PURL server's hardware and software had a meltdown. It is back up now but they're still working on a permanent fix for the software. Several projects are ongoing for which they've received funding: storage, development of online education modules, cataloging, shelf list conversion, metadata. They are looking at ways to revamp the Digital Registry (list of projects that people are thinking of doing, have done, or will be doing). Continuing to look at ways they can collaborate with those doing digitization projects.

### **AFTERNOON SESSION**

The afternoon session focused on the usability of OPAL. Robin Haun-Mohamed recommends a one-week lead time for submitting presentation to GPO for checking. Suggestions of topics for creation of training modules (for 5-state meeting) include: Census, PACER, doc basics, integrating SuDocs into LC/Dewey.

### **UPCOMING MEETINGS**

The next Arizona Depository Library Council meeting is to be determined. Tory Trotta will be the chair in 2010.

The meeting adjourned at 2:30pm.